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MAGIC LAKE ESTATES WATER AND SEWER COMMITTEE

Notice of Meeting on **Tuesday, May 9, 2017 at 9:30 a.m.**

Main Conference Room, 479 Island Highway, Victoria, BC

Kathy Heslop (Chair)
Director Dave Howe

David Reed
Courtenay Rodash

Jim Petrie
Alex Wilson

Joe Gill

AGENDA

1. Approval of Agenda
2. Adoption of Minutes of April 11, 2017
3. Motion to Close the Meeting
That the Magic Lake Estates Water and Sewer Committee close the meeting in accordance with the Community Charter, Part 4, Division 3, 90(1)(g) litigation or potential litigation affecting the municipality.
4. Water Update (verbal report with handout)
5. Wastewater Update (verbal report with handout)
6. Operations Report (verbal report with handout)
7. Buck Lake Sewer Update
8. Capital Projects Overview
9. Correspondence
10. New Business
11. Adjournment

To ensure quorum, advise Lorrie Siemens 250.360.3087 or lsiemens@crd.bc.ca if you cannot attend.



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**Minutes of a Meeting of the Magic Lake Estates Water and Sewer Committee
Held Tuesday, April 11, 2017 in the Main Conference Room, 479 Island Highway, Victoria,
BC**

PRESENT: **Committee Members:** K. Heslop (Chair), A. Wilson, J. Gill, Director D. Howe, D. Reed
Staff: M. McCrank, Senior Manager, Infrastructure Operations, I. Jesney, Senior Manager, Infrastructure Engineering, A. Bains, Manager, Information Services (for Item 3), L. Siemens (recorder)

ABSENT: J. Petrie, C. Rodash

The meeting was called to order at 9:30 a.m.

1. Approval of Agenda

The following changes were made to the agenda.

- Move Item 7 to Item 4

MOVED by Director Howe, **SECONDED** by J. Gill,
That the agenda be approved as amended.

CARRIED

2. Adoption of Minutes of March 14, 2017

MOVED by A. Wilson, **SECONDED** by Director Howe,
That the minutes of March 14, 2017 be adopted as previously distributed.

CARRIED

3. Freedom of Information Discussion

At the request of the committee, A. Bains, Manager, Information Services was in attendance to address the committee's questions regarding posting of printed verbal reports to the CRD website and requests from the public to address the committee.

A. Bains left the meeting at 9:50 a.m.

4. Motion to Close the Meeting

MOVED by J. Gill, **SECONDED** by Director Howe,
That the Magic Lake Estates Water and Sewer Committee close the meeting in accordance with the Community Charter, Part 4, Division 3, 90.1 (e) *the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

CARRIED

The Magic Lake Estates Water and Sewer Committee closed the meeting at 9:55 a.m. and resumed in open session at 10:05 a.m.

5. Water Update

I. Jesney presented a verbal report and distributed a hand-out. The hand-out will be included as part of the agenda package.

6. Wastewater Update

I. Jesney presented a verbal report and distributed a hand-out. The hand-out will be included as part of the agenda package.

7. Operations Update

M. McCrank provided a verbal report and distributed a hand-out. The hand-out will be included a part of the agenda package.

8. Correspondence

Staff and committee reviewed a letter from a property owner outside of the Magic Lake sewer service area requesting the committee to grant an application for inclusion.

MOVED by A. Wilson, **SECONDED** by D. Reed,
That the committee direct staff to work with the property owner regarding the application for inclusion.

CARRIED

9. New Business

A discussion took place on the advantages of expanding the sewer service area.

10. Adjournment

MOVED by Director Howe, **SECONDED** by D. Reed,
That the meeting be adjourned at 10:55 a.m.

CARRIED



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File: 0360-20

Magic Lake Estates Water and Sewer Committee

Magic Lake Estates Water Service

Magic Lake North Dam (Saddle Dam) License Agreement:

- The dam was constructed by the CRD to address safety concerns identified by the Province.
- The CRD Real Estate Services Division has contacted the 2 land owners where the dam encroaches on their land, and delivered draft non-exclusive licenses to both of them. The purpose of the license is to enable CRD to access, operate and maintain the saddle dam.
- The landowner on the west side sold their property on April 28th, and the buyer's realtor has been contacted and delivered the proposed draft CRD license and been asked to deliver to the new owner. The previous owner had confirmed they would not sign the license. The new owner has been contacted, however has not replied yet.
- The landowner on the east side has recently confirmed they will not be signing the agreement. Does not believe the dam is required.
- Recent Progress –1 landowner has declined access, and staff are connecting with the new owner of the other lot. Next steps and potential costs are being considered.

Buck Lake Intake:

- The CRD has completed a design/specification for a new air release (high point) and automatic priming system (water addition) for the intake line.
- Staff are completing budget estimates based upon the design/specification for Committee review.

Magic Lake Dam Safety Upgrade (Siphon):

- The existing siphon line inspected and confirmed to be in satisfactory condition; however, valves and appurtenances need replacement.
- Design and specifications completed for valve upgrade. Work will be undertaken by CRD Operations staff in the summer of 2017 with testing in the fall after the high water demand period.
- Recent Progress – Scheduling of valve upgrade in August/September.

Signal Hill, Schooner and Capstan Way PRV's:

- The CRD staff, WorkSafe BC and an independent safety consultant, have developed a conceptual design that can be applied to all three sites design to retrofit the existing underground PRV stations and remove confined space entry constraints.
- Removing the confined space entry constraints will reduce operations effort associated with maintenance and improve response time if issues arise with the PRV's.
- The detailed survey has been completed for all three stations with options for removing confined space entry developed (above ground and below ground).
- Discussion with MoTI on acceptability of above ground structures is being discussed.
- Works will be tendered externally and construction for all three sites is scheduled to take place in late summer/fall of 2017.

- Recent Progress – Preliminary review of above ground PRVs by MoTI

Chemical (ISOPAC) Storage and Handling:

- This project has not been initiated but a plan will be developed later in the spring.

Buck Lake East Dam Detailed Design:

- The preliminary design has been completed.
- The CRD is currently developing a new dam safety philosophy; and as such, this project has been put on hold.

Public Engagement for Future Projects and Referendum:

- It is proposed to complete the water (and wastewater) Strategic Asset Management plans to determine the comprehensive future capital implications before conducting the public engagement and subsequent referendum.

Dam Safety Inspections

- The formal annual dam safety inspections for 2017 (Dam Safety Regulation) were conducted on the four dams (Buck Lake east and west and Magic Lake north and south dams).
- No new major concerns were identified and the weekly inspections continue (conducted by Infrastructure Operations Staff).

Prepared by: Stephen Henderson, Dale Puskas and Scott Mason.



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MAGIC LAKE ESTATES WASTEWATER

Wastewater Infrastructure Projects – Phase 1 Update

Chart Drive

- No Change from April 11, 2017 report.

Sewer Pipe Replacement – Buck Lake & Privateers Road

- Conceptual design has been prepared
- CCTV inspection report was received in April (see attached preliminary summary of results)
- Evaluating replacement options and costs

Inflow & Infiltration Program

- Flow meter data is being analyzed
- The rain gauge will be re-installed at the Water Treatment Plant (WTP) the week of May 15.
- Tender has been issued for CCTV and manhole (MH) inspections of all sewer pipes and manholes. Closes May 11.
- Analyze pipe condition and prepare defect report (after inspections are complete)

Schooner Tank Assessment

- A consultant/material testing firm has been retained. Stazuk and Stantec.
- Complete the inspection in May; assessment report to be received in June

Wastewater Projects - 2017 Capital Plan

Schooner WWTP Blower and Electrical Room Roof Replacement

- The new roofing work is tentatively planned for summer 2017.

Schooner Outfall Protection

- A consultant will be retained to design the new protective cover.
- The work is tentatively scheduled for late summer 2017 during low tide.

Phase 2 Wastewater Infrastructure Upgrades – Public Consultation

- Much of the existing wastewater infrastructure is 50 years old now and needs to be upgraded or replaced including: the pump stations, treatment plants, and sewer pipe.
- Options and cost implications will be developed for Phase 2 of the infrastructure upgrades and presented to the community for input and feedback.
- A public open house will be held in 2017 to communicate the need, rationale, and costs of the upgrades.
- Once feedback has been received on the options, a referendum will be scheduled to obtain elector assent for fund the proposed upgrades.

Schooner and Cannon Outfall Inspections

- This project is scheduled for 2018, but the CRD is completing other outfall inspections in other service areas, so a provisional item was requested to inspect the MLE WWTP outfalls also.
- The cost received to inspect both outfalls was \$7,120 which is much less expensive than to inspect these outfalls by themselves next year. The cost is within the maintenance reserve fund which was specifically established to complete this work. To take advantage of pricing, this work will be carried out in 2017.
- The outfalls will be inspected by late summer.

High Level Float Alarm in Schooner and Cannon Aeration Tanks

- The CRD Electrical and Instrumentation group has recently completed this work.

Report Prepared by: Malcolm Cowley and Dale Puskas



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OPERATIONS REPORT

Water Operations Highlights:

- Emergency response to low chlorine residual levels within the water treatment facility clear well. Sodium hypochlorite chemical feed system repairs were completed immediately and the water treatment system placed back into normal operation. Water quality requirements were maintained.
- Hydrant #28, fronting 3772 Privateers, permanent repair work still pending. Continue to wait for improved ground conditions to perform the work. Future repair work will require a shutdown of a portion of the water system; public notification will be issued.

Wastewater Operations Highlights:

- Operating Permit Regulatory Non-compliance reporting for April 2017:

Facility	# of Reports Issued for April	Total # of Reports Issued 2017	Cause
Schooner WWTP	2	10	UV failure (effluent disinfection system) as a result of power outages (typically).
Schooner Pump Station	0	1	Occurred in February during an extended power system outage. Raw sewage discharged into the marine environment.
Cannon WWTP	3	17	Exceeding maximum daily flows due to storm water entering through I&I.

Capital Improvement work:

- Initiated the installation of the aeration tank high level float switch alarms at Schooner and Cannon Wastewater Treatment Facilities.

Prepared by: Dan Robson and Matt McCrank, Integrated Water Services